## **Sample Courtesy Notice**

Date			
Dear Check Writer:			
You are hereby notified that	t a check numbered	in the face a	amount of
\$, issued by yo	ou on c	lrawn upon	bank, and
payable to			
notice to tender payment of			
total amount due being \$	·		
Unless this amount is paid i may turn over the dishonore incident to the District Attor	ed check and all other	available inform	
Closing,			
Vour name/address			